

**BOROUGH OF BRADLEY BEACH**

**RESOLUTION 2020-237**

**APPROVING MELISSA VECCHIARELLI FOR AN ADMINISTRATIVE ASSISTANT/BOOKKEEPER FOR ADMINISTRATION & FINANCE AT \$25.00/HOUR**

Mayor Engelstad offered the following resolution and moved its adoption:

**WHEREAS**, the Borough of Bradley Beach needs an Administrative Assistant/Bookkeeper in the Administration and Finance departments;

**WHEREAS**, Melissa Vecchiarelli has been interviewed by the Borough Administrator and the CFO; and

**WHEREAS**, the Borough Administrator and CFO have determined that Melissa Vecchiarelli has the necessary experience and skill sets to perform purchasing, payroll, and human resource clerical functions.

**BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Bradley Beach hereby appoint Melissa Vecchiarelli, Administrative Assistant/Bookkeeper in the Administration and Finance departments effective October 13, 2020 for \$25.00/hour.

Seconded by Councilman \_\_\_\_\_ and adopted upon the following vote:

AYES	NAYS	ABSTAIN	ABSENT
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Mr. Bonnell			
Mr. Gubitosi			
Mr. Sexsmith			
Mr. Weber			
Mayor Engelstad			

**CERTIFICATION**

I, Erica Kostyz, Municipal Clerk, Borough of Bradley Beach, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Mayor and Council at the October 13, 2020 meeting.

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Erica Kostyz, RMC, CMR  
Municipal Clerk